

Library Trustee Meeting  
Tuesday, April 12, 2016

Trustees Present: Beverly Heyduk, Duncan McNeish, Miller Lovett, Pam Coburn, Paul Eldridge, Ann Butler

Absent with Notice: Jane Ramsay

Others Present: Erin Apostolos (director), Christopher Leland (assistant director), Matthew Gunby (head of circulation), Ron Lamarre (consultant), Deborah McNeish (Friend of the Library).

Meeting called to order at: 6:01 PM

Ron Lamarre

- Keep to a decision making process.
- Feedback gathered from Ron Lamarre heard after second meeting.
  - Important to keep library in area near city center.
  - Emotional connection to the current building.
  - Doing what is best for the community needs to be paramount.
  - No one has come forward with the opinion that doing nothing is the right choice.
- Three perspectives that need to be considered
  - Best long-term solution for the town.
  - Cost effective long-term solution for the town.
  - Separate emotion from decision to make an objective decision.
- Need to show the town that the emotion has changed from the first meeting to the second meeting.
- Remain open-minded as long as possible.
- Target date for decision made: end of May if March 2017 is the time when this will be a ballot initiative for the town.
- Decision has to be stay or move to a particular location, not just a general opinion of going elsewhere.

- Creating an organizational model requires knowing whether the library is staying in current location or going to a new site.
- Realities of staying in current location need to be clearly stated.
- Several sites have been eliminated: Humiston Building, and Community Center have been eliminated. 2 possible sites being considered currently, though others exist.
- Reaching out to Select Board and members of the Select Board individually as well. Duncan McNeish has requested to approach Ray Moritz to discuss the happenings.
- Making it better known that library is currently seeking potential properties.
  - Publicizing this in the Real Estate section of local papers with specific qualifications sought.
    - Shows due diligence, but may lead some people to the view that the library intends to move.
    - Ask interested parties to attend May 14<sup>th</sup> or May 19<sup>th</sup> meetings.
    - Site committee will work with Erin Apostolos on this.
- Making the obstacles of the current structure better known and what their costs might be.
- Separating ideas of Benjamin Smith Building and the Meredith Public Library.
- In survey asking if people have attended previous meetings.
- May 19<sup>th</sup> Meeting is either telling the community the decision or saying a decision will be made following the meeting.
- An amount that can be collected from the town and an amount that will be brought in through fundraising, the higher the latter is the more palatable the ballot initiative will likely be.
- Fundraising committee can start identifying potential donors and vision for campaign at this point.
- To do for April 19<sup>th</sup> Planning Board Meeting: create ad for potential property. Contact Select Board members. Firming up subcommittees.

## I. Secretary's Report

- a. February 9, 2016 minutes: Motion to accept minutes as written made by Ann Butler seconded by Paul Eldridge. Motion carries

- b. March 15, 2016 not a quorum at the meeting.
- c. Executive Session April 5, 2016
  - Motion to seal minutes made by Ann Butler seconded by Paul Eldridge. Motion carries.
  - Minutes approved.

II. Treasurer's Report

- a. March 15, 2016
  - Motion to approve as written made by Paul Eldridge seconded by Duncan McNeish. Motion carries.
- b. April 12, 2016
  - The town overpaid Baker and Taylor. These funds have been reimbursed and redistributed to library account.
  - Value of trust fund as of 4/12/2016: \$832,576.15.
  - Motion to accept Treasurer's Report as written made by Paul Eldridge seconded by Ann Butler. Motion carries.

III. Library Director's Report

- a. Less staff activities due to three week absence of full-time staff member. Filling desk shifts and covering story times limited other activities.
- b. Motion made to accept painting donated from staff member Linda Hough by Ann Butler, seconded by Paul Eldridge. Motion carries.
- c. Resolution should be had in several days regarding the Friends of the Library Bookstore.
- d. March circulation up.
- e. Issues with the roof leaking.

IV. Old Business

- a. Mackensen
  - Currently only close advisor using National Advisory Trust.
  - With current payments to Lavalley Brensinger, value in not changing advisor which can be a timely process, formerly took three months when the change was made to Mackensen.
  - Effectively worked through MS9 and MS10.

V. New Business

- a. ***Need to vote on updated Collection Development Policy***
  - Motion to accept the new Collection Development Policy as written made by Ann Butler seconded by Paul Eldridge. Motion carries.
- b. NHLTA Conference-May 23. Seven attendees, including three staff.
- c. April and May Calendar
  - Decisions for Board of Trustees officers. Tabled until May meeting.
  - Director's evaluation: sending out paperwork before May meeting. Will be discussed in executive session in May and Erin Apostolos will have formal evaluation in June.

d. **Need to vote on Page Job Description:** Erin Apostolos will work with Trish Laurent once a candidate is selected to determine requirements based upon age.






- Motion to accept job description as written made by Duncan McNeish seconded by Paul Eldridge. Motion carries unanimously.

e. Other Business

- Color printer that was donated, but is now effectively replaced by new printer to be sold, motion to sell made by Paul Eldridge seconded by Ann Butler.

VI. Adjournment--Next meeting: Tuesday, May 10, 2016, 6:00PM

a. Motion to adjourn made by Duncan McNeish, seconded by Paul Eldridge.

Beverly Heyduk   
Duncan McNeish   
Miller Lovett   
Pam Coburn   
Paul Eldridge   
Ann Butler 